

## **Shipping Information and Display Setup**

### **Prior to the Career Fair:**

Your displays and materials can be shipped to the following address:

**LANL  
Bikini Atoll Road, SM-30  
Mary Anne With, MS-M719  
TA-00, 199, Drop Point 00019907U  
Los Alamos, NM 87545-0001**

*Attention: Mary Anne With, Canyon Complex - Rm. 157, Phone: (505) 665-4061*

**Note: Packages should arrive at least one or two days before, one week is best to allow sufficient time for LANL mail services to deliver them to the correct drop point.**

The displays and materials will be relocated to the location of the Career Fair the night before the Career Fair.

### **The day of the Career Fair:**

On the morning of the Career Fair, you may arrive at the Crossroads Facilities Building between 8 and 9:00 AM. Please give yourself sufficient time to unpack your boxes and set up your displays before the Career Fair starts at 9:30 AM. Volunteers will be present to answer questions you may have.

### **After the Career Fair:**

At the conclusion of the Career Fair, you are responsible for preparing your materials to be shipped back, including shipping labels that will be provided to you. You may leave the boxes at the location of the Career Fair. We have arranged for central mail services at LANL to pick them up.